



Digital Monitoring

With Electronic Documentation

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New Title I Directors' Institute
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Focus Questions

- What is digital monitoring?
- How does digital monitoring lead to program quality?
- How can districts move toward implementation of digital monitoring?
- What tools and tips support a successful digital monitoring visit?



Check-In

Before a monitoring visit....

- How are you spending most of your time to prepare for the visit?
- How does this impact the quality of your Title I Program?



PREPARATION

"By failing to prepare you are preparing to fail."
Benjamin Franklin



Preparation





Program Quality

with digital monitoring and electronic documentation

Paperwork

Artifacts and
Documentation

Practice

Sustainable action steps,
practices and programs



What is Digital Monitoring in Cabarrus County Schools?

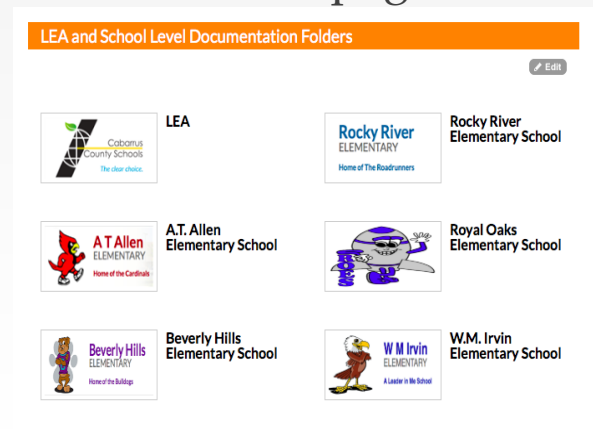
Then

Each school and LEA maintained artifacts in three-ring binders.



Now

School level and LEA documents are housed electronically on our Title I webpage.





Benefits of Digital Monitoring

Collaboration

Accessible

Support
Interactive
Organization



Title I Program Quality

Paperwork

On-site monitoring visits

Interactive, web-based calendar

Sample of Possible Evidences

Support

On-site monitoring visits

Monthly Title I Check-Ins

Mini- Professional Development Sessions



Our Journey





Paper to Electronic Documentation Conversion Action Steps



Paper to Electronic Documentation Conversion Action Steps

	2012-2013	2013-2014	2014-2015	Next Steps
Title I Department	<ul style="list-style-type: none">• Compliance and artifact reminders sent via email to principals.• Compliance and artifacts reminders shared during Title I Principal Meetings.• Review Title I three-ring binder and Drop Box folders during monitoring visit once a year.	<ul style="list-style-type: none">• Create LEA and School Level Sample of Possible Evidences document to organize strands and indicators.• Create Title I monitoring website page (a reflection of Sample of Possible Evidences document).• Upload artifacts to LEA and school level folders on monitoring website page from various places (flash drive, Drop Box, Title I notebook).• Begin school level on-site monitoring visits to upload 2013-2014 documents to Title I monitoring website page.• Share School Level Monitoring Folder and School Level Sample of Possible Evidences document to: share Title I monitoring website and review findings and recommendations.• Discuss support needed for parent and community engagement and Kindergarten Transition.	<ul style="list-style-type: none">• Create an interactive Title I At A Glance Calendar that highlights monthly compliance action steps and artifacts, samples and resources and reminders.• Share Title I At a Glance Calendar monthly with principals at monthly meetings or Go To webinars to review monthly compliance action steps.• Conduct monthly Title I Check-In Go To Meetings with new Title I principals and available to experienced principals to review monthly compliance action steps and identify/support other areas of need.• Begin school level on-site monitoring visits (October and January) to upload 2014-2015 documents to Title I monitoring website page.• Share School Level Monitoring Folder and School Level Sample of	<ul style="list-style-type: none">• Continue to update and share Title I At a Glance Calendar monthly at meetings or Go To Meetings.• Continue to provide Title I Check-In Go To Meetings to new Title I Principals and optional for experienced Title I Principals.• Continue school level on-site monitoring visits.• Continue to discuss support needed for parent and community engagement and Kindergarten Transition.• Teach Title I Principals how monitoring page is set-up through mini- information sessions of School Level Sample of Possible Evidences document.• Teach Title I Principals how to upload compliance artifacts to the Title I monitoring website




Paper to Electronic Documentation Conversion Tools

- Drop Box
- LEA and school level *Sample of Possible Evidences*
- At A Glance Monthly Calendar
- On-site Monitoring Visits
- Title I Monthly Check-Ins






Title I Website Tour



Cabarrus
County Schools
The clear choice.



Have a great summer
Students Return August 24th

[Connect](#) [Calendars](#) [Cafeteria](#)

[Home](#) [Search](#) [OUR DISTRICT](#) [DEPARTMENTS](#) [BOARD OF EDUCATION](#) [EMPLOYMENT](#) [STAFF LINKS](#) [GRADUATION](#)

Title 1

Department Overview

Title I Principal Meetings and Check-Ins 2014-2015

2014-2015 Title I LEA and School Documentation

- LEA Strand I
- LEA Strand II
- LEA Strand III
- LEA Strand IV

Trainings, Updates and Memos

Parent Resources and Engagement Sessions

Parent Resource Center

Kindergarten Transition

Home > District Departments > Title 1

Title I Program Overview

[Edit](#)

The Title I program provides financial assistance to public schools with high percentages of poor children to help ensure that all children meet challenging State academic content and student academic achievement standards. Cabarrus County Schools provides Title I funds to those schools with the highest percentages of children from low-income families. All participating schools operate school-wide programs. Funds for school-wide programs are used to serve all children in the school. Title I is designed to support State and school reform efforts tied to challenging State academic standards in order to reinforce and amplify efforts to improve teaching and learning for students farthest from meeting State standards. Our school-wide programs are based on effective means of improving student achievement and include strategies to support parental involvement.

Contact Us

[Edit](#) [Edit](#)

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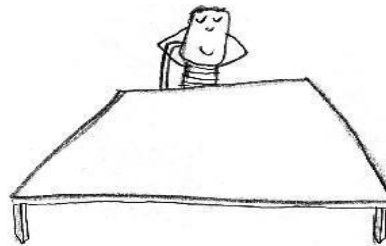
Tips for a Successful Digital Monitoring Visit

Before	During
Review <i>Sample of Possible Evidences</i>	Access the website together
Double check document links on the website	Give an overview of the website
Ensure layout of website is neat, organized and easy to navigate	Provide <i>Sample of Possible Evidences</i> document
Give Program Administrators access to website	Date documents that are uploaded during the visit
Ensure Program Administrators can access website	



Questions?

HAPPINESS IS



...no paperwork.

for more visit www.happytopic.com



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